

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION

10 Hotel Street
Warrenton, Virginia 20186
Phone: 540.347.8730 Fax: 540.347.5753

NOTICE OF CONTRACT AWARD EXTENSION

DATE: August 21, 2001

COMMODITY NAME: Uniform Rental Service

CONTRACT NUMBER: SA1497 Prince William Service Authority

CONTRACT PERIOD: August 17, 2001 – August 17, 2003

RENEWAL OPTIONS: 0

CONTRACTOR: Industrial Towel Supply Inc. (ITST)
P.O. Box 8
Laurel, MD 20707
Phone: 800.242.4874
Territory Manager: Ken Evans ext.519
General Manager: Tom Cather
Customer Service Manager: Jeff Miller

TERMS: 2% Net 10 days

DELIVERY: See contract details

FOR FURTHER INFORMATION CONTACT: Barbara Whitehurst, Buyer
Phone: 540.347.8730

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL
USING DEPARTMENTS: This contract is the result of a competitive bid
program and its use must follow the FCG&PS Procurement Policy/Procedures
for the purchase of the commodity listed herein. Please see the reverse side of
this notice for further instructions regarding this contract.

By: _____
Barbara Whitehurst, Buyer
Buyer, FCG&PS Procurement

INSTRUCTIONS

1. **Orders:** All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 347-8655 or 8669.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a "Not to exceed" estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Pricing: (See contract details).